Connecticut State Police Colchester Police Department / Resident Troopers' Office
Colchester School Resource Officer Responsibilities/Expectations

1. Handle all calls for police service occurring in any of the Colchester Schools while on duty (primary expectation).
2. Primary location will be in Bacon Academy.
3. The SRO will assist the Superintendent, administrators, faculty and staff to promote safe learning environments within the CPS.
4. The SRO shall refer all law enforcement agencies requesting permission to conduct formal police interviews, interrogations and arrests of any student or other individual on school property to the Superintendent.
5. The SRO will contact the building based administrators about any juvenile delinquency, incidents, charges, and arrests within a timely manner, and in a manner consistent with the policies and procedures of the CRSTO.
6. Monthly meetings with principals (or their designee) of Bacon Academy and William J Johnston Middle School. Topics of discussion to include (but are not limited to): a. Events in town involving students b. Continuing disciplinary issues c. Areas of concern for school staff/administration/faculty d. Coordination with other state/town resources (DCF, Juvenile Review Board, etc)
7. Monthly meetings with principals (or their designee) of JJIS and CES. Topics of discussion to include (but not limited to): a. Areas of concern for school staff/administration/faculty b. Coordination with other state/town resources (DCF, Juvenile Review Board, etc)
8. Be visible in all schools, in hallways, during lunch and at the beginning and the end of the school day. Minimum one visit per week to each school.
9. Establish relationships with office staff and support staff (psychologists, social workers, etc.) of each school.
10. Establish positive relationships with students at Bacon Academy and WJJMS through daily interactions.
11. Active member in in school safety/crisis teams and team meetings; assists in the development of a safety plan.
12. Perform yearly physical security review and report; one school per year (format provided by Resident Trooper Supervisor).
13. Coordinate/Participate in and provide a written evaluation for one (1) lockdown drill per school per year.
14. Assist with traffic control as needed (beginning of school year, special events, etc.)
15. SROs can serve as a resource for educators in the sharing of their experience and expertise as a law-related educator when they are invited into the classroom as guest speakers.
16. Attend as needed ~~expulsion hearings~~ (doesn’t seem to fit here), Open houses, PTO events, staff orientation, etc.
17. Provide training to school personnel as requested by BOE Administration and approved by Resident Trooper Supervisor.
18. Make every effort to address specific concerns from the administration of each school.
19. Comply with the schedule approved through the applicable CBA.
20. The SRO is not a school disciplinarian and will not participate in investigating

school rule violations, such as a student cheating on a test. Violations of school rules are the responsibility of the principal and faculty.
21. When there is reason to suspect a student is breaking the law may be involved in conducting a physical search, backpack, vehicle or locker search. May also detain or arrest the offender depending upon the infraction. Lesser infractions may be remanded to the principal or assistant principal for punishment such as detention or suspension. During these interactions, the student must have representation from either a parent or school official.
22. If an emergency prevents the SRO from coming into work, email notification will be sent to District Superintendent, Principals of all four (4) schools, Resident Trooper Supervisor and Colchester Sergeant.
What about, "if the SRO is unable to come to work," Doesn't have to be an emergency, could be a sick day or personal day too

23. Immediately available for medical emergency. SRO is only personnel allowed to administer NARCAN if necessary and must be easy to reach.

It is understood that the SRO position is one which requires a spirit of collaboration between the Colchester Police and the Colchester Board of Education. It is also understood that this position can have a positive effect on the relationship between the CPD and CPS students and the SRO should strive to build such relationships. Therefore, the above listed items may not be all inclusive of the actions requested of the SRO. For those requests, it is up to the SRO to work with the administration involved in determining the level of involvement required.